



CANNON BUILDING  
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**STATE OF DELAWARE**  
**BOARD OF DIETETICS AND NUTRITION**

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PUBLIC MEETING MINUTES:	Board of Dietetics and Nutrition
MEETING DATE AND TIME:	Friday, August 11, 2017 at 1:30 p.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room B, first floor of the Cannon Building
MINUTES APPROVED:	November 10, 2017

**MEMBERS PRESENT**

Jennifer Linton, M.S., R.D.N., L.D.N., Chairman, Professional Member  
Maryann Eastep, L.D.N., Secretary, Professional Member  
Natalie McKenney, L.D.N., Professional Member

**MEMBERS ABSENT**

Jackie Griffith, Vice- Chairman, Public Member  
Timothy Bane, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Latonya Brown, Administrative Specialist II  
Eileen Kelly, Deputy Attorney General

**OTHERS PRESENT**

Donna Trader, DAND  
Bob Hayes  
Irene Soucy, DAND

**CALL TO ORDER**

Ms. Linton called the meeting to order at 1:30 pm.

**REVIEW AND APPROVAL OF MINUTES**

The Board reviewed the minutes from the May 12, 2017 meeting. A motion was made by Ms. Linton, seconded by Ms. Eastep, to approve the minutes. The motion carried unanimously.

**NEW BUSINESS**

Review of Application- Reciprocity  
Marlo Cutler

A motion was made by Ms. Linton, seconded by Ms. McKenney, to approve the reciprocity application of Marlo Cutler. The motion carried unanimously.

#### Ratification of Licensure (CDR)

A motion was made by Ms. McKenney, seconded by Ms. Linton to ratify the following CDR applicants who had been granted a licensure by the Division of Professional Regulation: Lynne Raphael, Linda Crandall, Marilyn Sarno, Brooke Waugh, Ekta Arneja and Sarah Simonson. The motion carried unanimously.

#### Election of Officers

A motion was made by Ms. Linton, seconded by Ms. Eastep, to nominate Ms. McKenney as the Vice-Chairman. The motion carried unanimously.

### **CORRESPONDENCE.**

#### Inquiry from Jessica Drass

Ms. Drass, an Online Support Specialist at West Chester University of Pennsylvania sent a letter inquiring if a student from Delaware were to complete the Dietetic Internship program at WCU (internship itself would take place in Delaware), and sit for the exam, would he/she then be able to practice in the State of Delaware?

The board responded that she still has to apply for state licensure.

### **OTHER BUSINESS BEFORE THE BOARD(For Discussion Only)**

#### Post-Renewal Audit

The board discussed the percentage that they would like to audit for the 2015-2017 renewal. The board decided to audit 10% of random active licensees and 100% of late renewals. Ms. Linton suggested that Ms. Brown let her review the audit notice before it is sent out.

### **PUBLIC COMMENT**

### **NEXT SCHEDULED MEETING**

The next scheduled Board Meeting will be held on Friday, November 10, 2017 at 1:30 p.m.

### **ADJOURNMENT**

There being no further business, a motion was made by Ms. Linton, seconded by Ms. McKenney, to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 2:28 p.m.

Respectfully submitted,



Latonya Brown

BOARD OF DIETETICS/NUTRITION

